

CAPPS
Financials User Group
Thursday, September 26 2:00 p.m. - 4:30 p.m.
Travis Building, Room 1-100
Meeting Minutes

I. Welcome/Announcements (Tony Martin)

- Roll call was taken for Conference Call attendees.
- User Group meeting materials will be posted on FMX.
 - To be added to the User Group distribution list, please send an email to the CAPPS Governance and Communications Team at CAPPS.GTT@cpa.texas.gov.

II. Production Update: FIN Support Requests (SRs) (Tony Martin)

- **SR Summary and Trend Report**
 - The **CAPPS FIN Summary and Trend Report 09/26/19** document was reviewed.
 - For the month of August, there were 783 active SRs in various stages of work with 288 of those in a High priority status. There were no critical SRs.
 - As shown on the Trend chart, there were 421 SRs opened and 417 closed in August.
 - We have agencies who onboarded last year, and this is their first year for budgeting which creates more tickets.
- **Governance Approved Enhancements**
 - The **CAPPS FIN Governance Approved SRs 09/26/19** document was reviewed. Updates since the last meeting are identified with an asterisk (*) and **bolded**.
 - SR 9027 is a Reports module to add journal TLD comments. This SR is *Completed* and has migrated to production.
 - SR 10788/10789/10790/10791 are Report modules for the USAS prerelease reports, now additional data source will allow running of the report to be done by USAS sent date. This SR is in *Rework*.
 - SR 6112/6784 is a Reports module to add *ship to* delivery instructions under PO line and location under header and *attn to* under delivery instructions. This SR is *Completed* and has migrated to production.
 - SR 7995 is a Reports module to add a Chartfield tab under distribution to display information. This SR is in *Rework* as CAPPS encountered issues while testing.
 - SR 12373 is an Accounts Payable module to add additional pages into the workcenter. This SR is *In Work*.
 - SR 9159 is an Accounts Payable module to modify the template voucher functionality to copy the DLT. This SR is *In Rework*, in order to add or change functionality CAPPS has to check every conceivable voucher function and during this a few issues were encountered.
 - SR 14289 is a General labor module to add approval status and complete approval history. This SR is *Complete*.
 - SR 11992 is an Accounts Payable and General Ledger module for modifications to the report to place the prerelease information all in one place and distributed via batch schedule. This SR is in *System Test*. This is an extensive change so the testing will take some time before moving to production.

- **Required Maintenance**

- The **CAPPS FIN Required Maintenance 09/26/19** document was reviewed. Updates since the last meeting are identified with an asterisk (*) and **bolded**.
 - SR 10765 is a Purchase Orders module to modify the header area to display the TxSmartBuy PO ID. This SR is *Completed* and has migrated to production on August 22.
 - SR 14944 is an Account Payable module for the due date calculation changing to 45 days. This SR is *Completed* and has migrated to production on August 22.
 - SR 12670 for User preferences will hide the voucher *Build All Unit* message. This SR is *Completed*.
 - SR 13013 is an ePro module to un-gray the price on the requisition line, this SR is essential to agencies using ePro. This SR is *Completed*.
 - SR 11750 is an Accounts Payables module for the Override Payment Type for the Systems Code Table. This SR is in *Acceptance testing*. Agencies will need to test in UAT, please submit a SR if you need information on this.
 - SR 12268 is a Purchase order module to remove Override Schedule Quantity message, this SR is *Complete*.
 - SR 11437 is a Cash Receipts module to load tax entities as Vendors for Cash Receipts as they need to be loaded generated from Cash Receipts. This SR is in *System Test*.

III. **Production Updates: Interest Voucher Processing (Karl Westerman)**

- The **Interest Voucher Processing** document was reviewed.
- SR 12874 STW-1788 is for Required Maintenance, this will change the manner that CAPPS Interest Voucher IDs are assigned to prevent duplicate Voucher IDs. This is scheduled for production in November. We are using NEXT functionality to assign Voucher ID. Voucher ID is for NEXT, I-Doc is for USAS document number field, and Payment Document number is for Distribution line.
- Interest Voucher Data will not be converted new interest voucher will have new format, CAPPS will change the compliance report for the new format. The heading will reflect what the field values are more accurately. Field values will appear the same.
- Rolled in USAS document number to the search page in this change. CAPPS has added other fields on *find existing value* page, agencies can look up AP voucher by multiple fields now.
- On *find existing voucher* page on *related voucher* field CAPPS has fixed the issue that caused many vouchers to not pull when prompted.
- When this goes to UAT Financials team it will need agency participation to ensure code migration and that all functionality is being addressed/provided.

IV. **Project Update: FIN FY19 Deployment (Nyguel Sanders)**

- The **CAPPS FY19 Financials Agency Deployment Project Dashboard 09/26/19** document was reviewed.
- The project is green and on track for 19 new agencies to deploy on September 3, 2019.
- Key items in the next 30 days:
 - This project is completed, and this will be the last update. CAPPS will continue with the Post Production Support until the end of October. After October 31 the Financials Team will be available to assist agencies and provide support, as needed.

V. Project Update: CAPPS FY20 Deployment (Nyguel Sanders)

- The **CAPPS FY20 Financials Agency Deployment Project Dashboard 09/26/19** document was reviewed.
- The project is green and on track. September 1, 2020 is new Implementation date.
- Key items in the next 30 days:
 - Kick off for 8 agencies on Oct 10th.
 - Begin Agency Discovery and Plan executive sponsor calls.

VI. Meeting Close

- The next User Group meeting is on Thursday, October 24, 2019 in the Travis Building, Room 111.
- The last meeting of the year will be a combined meeting on Thursday, November 21, 2019 in the Travis Building, Room 1-111.